



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, DC 20301-4000

AUG 28 2002

FORCE MANAGEMENT
POLICY

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY OF THE ARMY
(HUMAN RESOURCES)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(PERSONNEL PROGRAMS)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(FORCE MANAGEMENT AND PERSONNEL)

SUBJECT: Voluntary Education Quality of Life Metrics

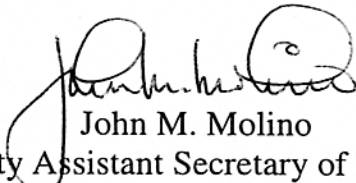
I am pleased that our Service members will be receiving a higher standard level of tuition assistance this coming fiscal year and I appreciate the support your Service provided in adopting this new standard for funding military tuition assistance. Providing this increased level of coverage supports the commitment we made in our Social Compact to reduce out-of-pocket costs of off-duty voluntary education for our military members who choose to use this source of funding to pursue their education.

In order to measure the return on the investment realized by the increased funding of this important Quality of Life program, the Department will collect data to generate a formal tuition assistance metric. Request that beginning with Fiscal Year 2003, not later than twenty days following December 31, March 31, June 30, and September 30 of each year, you provide this office with the following quarterly data:

1. the number of enrollments,
2. course completions, and
3. the amount of tuition assistance obligated at the end of each applicable quarter.

Information on completed high school diplomas/GEDs, associate degrees, bachelor degrees, masters degrees, and doctorates provided in your annual voluntary education report, combined with data from the quarterly report, will assist in the development of our year-end input. Please use the format indicated on the attachment for providing your data.

Thank you for helping to track this new Quality of Life metric. If you have any additional questions regarding this matter, my point of contact is Mr. Gary A. Woods. He may be reached by telephone at (703-602-4949 x 118) or by e-mail (gary.woods@osd.mil).



John M. Molino
Deputy Assistant Secretary of Defense
(Military Community and Family Policy)

Attachment:
As stated

Voluntary Education Quality of Life Metric Input

Quarterly Course-Oriented Tuition Obligations

Service	Budget	1st Q Obl	2nd Q Obl	3rd Q Obl	4th Q Obl	YTD Obl
Tuition Asst						
Other						

Quarterly Voluntary Education Course Enrollments and Completions

Service	1st Enr/Comp	2d Enr/Com	3d Enr/Com	4th Enr/Com		YTD Enr/Com
Tuition Assistance-Funded Enrollments and Completions						
AF (U) E						
C						
(G) E						
C						
(O) E						
C						
AF TA E						
C						
Other-Funded Enrollments and Completions						
(U) E						
C						
(G) E						
C						
(O) E						
C						
Tot E						
C						

E = Enrollments; C = Completions; U = Undregraduate courses; G = Graduate courses;
O = other (HS, VoTech, Career Tech, Non-credit, Functional/Basic/Academic Skills).

Note: Please complete and submit to OUSD/P&R (MC&FP/EO), attn: Continuing Education, no later than twenty days following December 31st, March 31st, June 30th and September 30th of each year. Pls fax to DoD Continuing Education Pgms at (703) 602-4972.